

CRITERIA FOR MISSION, TRAINING AND EQUIPMENT REIMBURSEMENT

Revised June 12, 2007

MISSION REIMBURSEMENT CRITERIA FOR COUNTY RECOGNIZED SAR UNITS AND CO. SHERIFF'S:

- Residency of subject(s)
- Type of mission: search, rescue, agency assist
- Subject activity type: Hunting, fishing, trapping, snowmobiling, skiing, boating, horseback and other (specify other)
- Mission location: specific area, jurisdiction (Federal, Private, State)
- Date/Time of mission
- Date/Time Mission ended
- Resolution of outcome of the mission
- List of specific resources called and number of those deployed
- Searcher: dog team, mounted, others

Items Allowed:

- Mileage based on actual submitted per current state mileage rate: (<http://doa.mt.gov/doatravel/travelmain.asp>)
- Reasonable costs for food for SAR personnel
- Damage to equipment owned by volunteers as result of being used on mission
- Rental of specialized equipment directly involved in the mission
- Aircraft, only if other resources available through government agencies can not be obtained
- Lodging directly related to the mission
- Supplies as needed for the mission, as necessary and reasonable
- Legible receipt/invoice must be included
- Body recovery and/or evidence search or any other activity as directed by Sheriff (MCA 7-32-235 & 7-32-2121)

Items Not Allowed:

- Any costs reimbursed from other than local/county funding
- Items purchased before or after the mission and not directly related to the mission
- Routine calls for medical or vehicle extrication
- Wages of any kind
- Claims with insufficient documentation as determined by instructions for claims
- Overhead, annual expenses, other costs not directly associated to individual search missions
- Not all inclusive, exceptions must be approved by majority of SAR Committee

TRAINING REIMBURSEMENT CRITERIA FOR COUNTY RECOGNIZED SAR UNITS:

- Sheriffs are responsible for verifying qualifications and certifications of all SAR personnel used on a mission
- SAR committee encourages SAR personnel throughout Montana to obtain education and training
- SAR committee encourages SAR personnel to follow the standards used by the National Association of Search and Rescue and the Montana Sheriffs and Peace Officers Association
- Training considered for reimbursement must follow a SAR curriculum and must be dedicated to SAR standards or accepted SAR practices nationwide and authorized by the Sheriff
- Reimbursement based on conference room rate, registration cost and US General Service Administration maximum per diem rate (<http://doa.mt.gov/doatravel/travelmain.asp>)

EQUIPMENT REIMBURSEMENT CRITERIA:

- Any equipment considered for reimbursement must have a direct relationship to use on a SAR mission
- The equipment must be purchased prior to request for reimbursement with proof of purchase including date attached to the request.
- "In-House" routine training is not allowed.

OTHER:

- The State will honor eligible requests for the present and prior calendar year costs associated with Missions, Training and Equipment and process these claims monthly.
- The SAR Committee will consider reimbursement for eligible expenses from previous years contingent upon funding available. Requests will be considered at the end of each fiscal year.